

FINANCE & UTILITY COMMISSION MEETING
Wednesday, January 27, 2021, 5:00 PM

The Committee meeting was called to order at 5:00 p.m. by Mayor Nathan Brown. This was a Zoom meeting. Those present included: Mayor Nathan Brown, Council Members John Dayton and Vaughn Ripley, Commission Members Syree Williams, Tom Smith, and Brian Keller, and staff members Dave Dunn, Carrie Myers, John Gerstner, Milt Frech, Matt Campbell, Bruce Dell, and Rikki Bruchey.

FY2020 Audit – Mr. Dunn gave a brief overview of the audit findings. He stated the City auditors would present the full audit at an upcoming Council Meeting.

Mayor Brown stated some topics such as the City's practice of budgeting for depreciation, etc. would be discussed at length at the next Finance Meeting prior to beginning the FY2022 budget.

FY2021 Finance Reports – Mr. Dunn stated funding across all departments seems to be on track in the current budget year.

Welcome Arch Funding Request – Mayor Brown stated initially the request to erect an archway was brought to, and approved by, Council with no financial outlay included. He stated the Frederick Arts Council is now requesting the City contribute \$10,000 towards the project. While the bulk of the project is being funded by private donors, additional money would allow for upgraded building materials to be used. Mr. Dunn stated this is an unbudgeted expense. The consensus of the Commission was to forward the request to the Council for approval.

Meter Cocks – Mr. Dunn stated there is approximately \$160,000 remaining in the RF Meter line item. Mr. Gerstner said approximately \$60,000 of that is ear-marked to complete purchasing for the RF Meter project, but the remaining amount could be put towards the meter cock contract. Mr. Dunn suggested allocating additional money to the meter cock contract since this project was deemed highly important by both this Commission and the Council. Two bids were received for the meter cock contract, and Mr. Gerstner stated the bid from Pipe Craft was lower. Mr. Gerstner is going to finalize the necessary budget amount, then bring the purchase order for the Pipe Craft contract to a future Council Meeting. Mr. Dunn stated a budget amendment would be necessary later in the year.

811 Funding – Mr. Dunn presented an updated breakdown of 811 funding, including all sources of project revenue and overall project expenses. Both the 811 and Yourtee Springs projects came in over budget, therefore the capital fund has taken a larger hit than anticipated. Since there is less capital funding available than anticipated, Mr. Dunn stated one option to consider was completing less than \$500,000 worth of paving this year, which was the original planned amount.

Commission members felt paving was an important expense and should remain at \$500,000. Mr. Smith suggested keeping paving in the current budget, and budgeting additional 811 funding in the FY2023 budget since that project would not be completed until that time anyway. The Commission members felt that was a good approach.

